

year; and to do this it is necessary to have all the records of the company for the year. The company return does not correspond in every particular with the regimental return. The space headed "Designation of Companies, &c." in which the casualties have occurred, is not needed on this return; simply a statement of the number of deaths, desertions, apprehensions, and surrenders from desertion that have occurred; under "Designation of Posts," a list of the posts and stations at which the deaths, desertions, &c. took place, and the number of each.

**142.** On the back of the return, the officers' names corresponding with the face of the return are entered under each heading, as *Appointed*, *Promoted*, *Transferred*, and *Missing in Action*, under the general heading GAIN. Under the general heading LOSS are entered, under the respective headings, *Resigned*, *Transferred*, *Dismissed*, *Cashiered*, *Dropped*, and *Died*, with explanatory remarks, as to where from, to what regiment transferred, appointed, promoted, &c., for what dismissed, &c., and place and cause of death. Under the head of Remarks are entered such facts regarding the movements, service, and discipline of the company as are worthy of record. The names of all officers and enlisted men killed or wounded in action, with the *time* and *place*, should also be entered in the column of Remarks, under an appropriate heading.

#### Certificates of Disability.

**143.** When a soldier becomes disabled from any cause, as wounds, disease, or infirmity, and is unable to perform his duty, the surgeon notifies his company commander that he considers him a fit subject for discharge, and duplicate *Certificates of Disability* are made out. The printed blanks for this purpose are furnished by the Adjutant-General's

Department. (Form 13, G. R., Med. Dep't.) The first part of the certificate is signed by the company commander, who will add a statement of the facts known to him concerning the disease, or wounds, or cause of disability of the soldier; the time, place, manner of its occurrence, and all the circumstances under which the injury occurred or the disease originated or appeared; the duty, or service, or situation of the soldier at the time the injury was received, or the disease contracted or supposed to be contracted, and whatever facts may aid a judgment as to the cause, immediate or remote, of the disability. "When the facts are not known to the company commander, the certificate of any officer, or affidavit of other persons, having such knowledge, will be appended."

**144.** There is also a blank certificate for the surgeon to sign, who fills it out by describing "particularly the disability, wound, or disease; the extent to which it deprives him of the use of any limb or faculty, or affects his health, strength, activity, constitution, or capacity to labor or earn his subsistence. The surgeon will add, from his knowledge of the facts and circumstances, and from the evidence in the case, his professional opinion of the cause or origin of the disability." "When the soldier is a probable case for pension, special care must be taken to state the degree of disability."

**145.** The certificates, after being signed in duplicate by the captain and surgeon, are sent to department or army head-quarters, where they are submitted to the Medical Director, who signs his approval or disapproval upon them. If disapproved by him, they are returned; if approved, they are submitted to the commanding general, who must endorse on them his order to that effect before the soldier can be discharged. (Reg. 172.)

**146.** When the certificates are returned with the order

to discharge, the soldier's final statements are made out, and he is discharged. The date of the discharge as given is entered on the certificates, and both are sent to the Adjutant-General at Washington.

**147.** Regulation 1260 cautions surgeons in giving certificates of disability.

### Final Statements.

**148.** Blanks for Final Statements, according to Form 4, Gen. Reg., Pay Dep't, are also furnished to companies by the Adjutant-General's Department. When a soldier is discharged under any circumstances, except when he forfeits all pay and allowances, he receives, in addition to his *Discharge*, duplicate statements of his pay, clothing account, &c., called FINAL STATEMENTS. They are for the purpose of enabling him to obtain his pay and whatever is due him, from the paymaster, who takes the papers to accompany his accounts when the soldier is paid.

**149.** The following notes are copied from Form 4, to guide the company commander in these papers, viz.:

*Note 1.*—The amount of additional pay per month, if any, for former services, under the act of August 4, 1854, must be carefully noted in the exact words used.

*Note 2.*—Likewise, the amount due the soldier for a *certificate of merit*, or in lieu of a *commission*, under sec. 4, act of August 4, 1854.

*Note 3.*—So, also, of any other *extra* pay for which he may be mustered; *ex. gr.* as acting *Hospital Steward*, as *Saddler*, &c., and which may be *still due* him.

*Note 4.*—Stoppages for *loss* or *damage* done to *arms*, or other *public property*, must be noted, and the *articles*, and *particular damage* to each, specified.

*Note 5.*—Stoppages due under the sentence of a court-martial must be *carefully* stated, with number and date of order.

*Note 6.*—In cases of *desertion*, the *date*, and that of *delivery* or *apprehension*, must be given, together with a correct transcript of the order of *sentence* or *pardon*, if the man's accounts may be affected by either.